

**Minutes of the Parish Council Meeting held on Monday 14th December 2015 at 7pm
The Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr Andrew Gough (Chairman), Cllr Paul Berrisford, Cllr Margaret Briggs, Cllr John Charles-Jones, Cllr Patrick Smith, Cllr Colin Starke, Cllr Jan Turton, Cllr Charles Wardle, Cllr Pat Woodfield.

IN ATTENDANCE: Averil Marczak (Clerk)

2652. APOLOGIES FOR ABSENCE AND ACCEPTANCE

Apologies were received and accepted from Cllr John Boot, Cllr Boyd Elliott (NCC).

2653. DECLARATIONS OF INTEREST

Non pecuniary interests – Cllr Berrisford: allotments; Cllr Smith: Woodborough Action Group; Cllr Turton: Woodborough Action Group, Cancer Research, Woodborough in Bloom; Cllr Wardle: WCA; Cllr Woodfield: Tennis Club.

2654. MINUTES OF THE PARISH COUNCIL

The minutes of the meeting held on November 9th were approved.

2655. MATTERS ARISING

The owners of 101 Lowdham Lane had made an “Application in respect of Permitted Development rights of existing development” following GBC’s letter requiring the removal of the outbuilding. The Clerk had written, emailed and telephoned GBC’s officers regarding the remaining enforcement items (PV panels Foxwood Lane, removal of hedgerow north of The Meadows, brick building at Shelt Hill fishing lakes), but it did not appear that any enquiries had been made nor action taken; it was agreed that the Chairman should write to John Robinson, CEO of GBC and copy in Mark Spencer MP and Cllr Helen Greensmith.

2656. DISTRICT REPORT

Cllr Woodfield had attended a “Gedling Conversation” meeting with John Robinson and John Clarke (Leader of the Council, GBC), and had raised the issue of inadequate road surfaces and unacceptable service from the planning department. It was known that GBC had had resource issues within planning and were recruiting. Cllr Woodfield recommended that WPC consider writing a parish plan, as this could deliver financial benefits to the village.

2657. VACANCY

It was agreed that members would convene at 6.45pm prior to the January meeting to meet with candidates for the vacancy, and co-opt at that meeting.

2658. NEW COMMUNITY BUILDING/SCOUT HUT

New designs had been pre-circulated, which restored the balcony at the front of the building, and adjusted the interior. The architect and surveyor had prepared estimates and sought WPC’s support before the next round of drawings was prepared. Cllr Charles-Jones suggested that the team also request a quote for the demolition and rebuilding of the facility, bearing in mind that this would eliminate any of the restrictions imposed by the existing structure and might cost less. It was agreed that Cllr Berrisford should confirm WPC’s support, but also request that a complete rebuild option be considered. The Clerk advised that following the review of WPC’s VAT affairs,

Elysian Associates had cautioned that reclaiming VAT on the building would not be straightforward and would require careful planning.

2659. ACCIDENT IN VILLAGE HALL NOVEMBER 9TH

It was noted that a hall user had fallen and been taken to A&E by ambulance on the night of November 9th in the main hall.

2660. FLOOD SCHEME AND REQUEST FROM THE EA FOR £6,000 IN 2016/17

Four members and the Clerk had attended a project meeting with the EA on November 10th, at which the EA had outlined the timescales to apply to NCC for funding from the Local Levy. Their application had now been submitted and documents circulated to WPC. The outcome would be known in January. Cllr Charles-Jones recommended that WPC's budget for 2016/17 allowed for a further £6,000 to be spent facilitating the flood scheme (under S137).

2661. NEW FINANCIAL REGULATIONS AND AMENDMENT TO STANDING ORDERS

Following consideration at November's meeting, the expenditure thresholds were discussed at length and it was agreed that for contracts with an estimated value of up to £150 a minimum of one quote was required, and that expenditure on minor emergency repairs below £150 could be determined by the councillor with responsibility for maintenance. It was resolved to adopt new financial regulations and the amended standing orders with these adjustments made.

2662. 2016/17 BUDGET

Members submitted their proposals to the Clerk for consolidation and discussion at January's meeting.

2663. NEW PLAY EQUIPMENT

The GREAT team had requested that WPC commit to earmarking £50,000 to be spent on play equipment, a figure which could be quoted in their grant applications. After some discussion, it was agreed that £30,000 would be earmarked in the budget. It was known that several funding bodies required the applicant to own the land, or have a 10 or 15 year lease on it; WPC was 2 years in to a 7 year lease and it was agreed that the options to create a new lease for an extended period should be explored as a matter of urgency.

2664. VILLAGE SIGNS

Cllr Wardle presented a design including the strawberries from the Woodborough "crest". An application for £2,000 funding from NCC's *Supporting Local Communities* fund would be submitted in December; the result would be known in April 2016. It was resolved by a majority to proceed with the signs in April 2016.

2665. PLANNING

There was no objection to PC 937, GBC 2015/1347, an application for a single storey front extension with pitched roof to garage at 1 Charnwood Way, nor to PC 938, GBC 2015/1353 an application for a single storey extension at 34 Dover Beck Drive.

2666. CHURCH YARD

The church warden had notified the clerk of tree works required in the closed church yard (removal of a sycamore, pollarding or removal of 2nd sycamore). It was agreed that the clerk should endeavour to obtain 3 estimates.

2667. PLANNING STRATEGY: LOCAL PLANNING DOCUMENT, CONSERVATION AREA APPRAISAL, TPO

Cllr Smith reported that the Local Planning Document had been delayed and would now be released on 17th March 2016. GBC's consultant, Tony Player had completed his Gedling wide review of the impact of development on heritage assets. 18 of the potential Woodborough development sites had been assessed as having a major impact on the heritage assets, 2 sites had been assessed as having a minor impact (Plemont site and area south of Smalls Croft). GBC were trying to find a new consultant to undertake the conservation area appraisal for Woodborough.

2668. TRAINING ON CPR & DEFIBRILLATORS

A training evening had been booked for 19th January with EMAS. Several members of WPC had committed to attend and it was agreed that the Clerk should try to fill the remaining spaces by approaching regular users of the Village Hall. It was agreed that a post should be installed to create a no parking area in front of the Village Hall defibrillator box.

2669. GOVERNORS' FIELD

Cllr Starke reported that repairs had been carried out to the play equipment (crossbar and replacement swing seat). GBC had done a good job installing the Christmas lights. It was agreed that safety checklists should be created for use by Geoff Baggaley and that these should be checked and filed by the Clerk on a monthly basis.

2670. ALLOTMENT

The tenant of a half plot had given notice that they would not renew their tenancy in 2016.

2671. CORRESPONDENCE & EXCHANGE OF INFORMATION

Details of the Local Government Boundary Commission's review of Nottinghamshire had been received (no change recommended for Calverton division). An email had been received regarding dog fouling between the church and school and it was agreed that the Clerk should contact GBC's Neighbourhood Wardens. Details regarding the "sector led body" to procure audit services from 2017 were noted. CPRE had invited WPC members to a public meeting regarding the green belt in January. NCC had sent details of their budget consultation. The following items were noted: GBC various agendas and press releases.

2672. CEMETERY

A letter had been received from the Valuation Office Agency informing WPC that the cemetery would be valued for non-domestic rating purposes. The chairman reported that Gardenscape had nearly completed the additional works agreed to tidy up the cemetery and that it was looking much improved in time for Christmas visitors.

2673. VILLAGE HALL

Cllr Wardle reported that Scott Stone had confirmed verbally that he would start the rescheduled work in the bar on 12th of February 2016. It was agreed that the Clerk should confirm this date in writing to preschool. It was agreed to spend £200 on electrical works in the bar to move light

switches and power sockets. Cllr Woodfield confirmed that City Glass had agreed to fit the new windows, starting work on February 15th, 2016. They would visit the hall on December 22nd to test for lintels.

It was noted that a window had been broken in the committee room, and it was agreed that, notwithstanding the imminent replacement of the windows, it should be replaced.

2674. FINANCE

The Clerk presented the financial statement and 20 payments totalling £3,328.67 net were approved. Gross payments over £500: Elysian Associates £540 (VAT consultancy).

Elysian Associates had undertaken a review of WPC's VAT affairs, including the partial exemption calculation for 2014/15. They had concluded that it was not necessary for WPC to be VAT registered.

2675. ANY OTHER BUSINESS (FOR INFORMATION ONLY)

Cllr Briggs reported that a hedge near the Nags Head required cutting back to enable pedestrians to pass safely and passed the specific details to Cllr Berrisford as part of his remit to liaise with NCC.

2676. DATE OF THE NEXT MEETING

The date of the next PC meeting was confirmed as January 12th 2016 at 7pm.

The meeting finished at 9.54pm.